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A G E N D A
IDAHO DEPARTMENT OF PARKS AND RECREATION
Quarterly Board Meeting
Nov. 6th, 2003
IDPR Headquarters
Boise Idaho

November 6, 2003

CALL TO ORDER: 8:30 a.m.

WELCOME: Introduce Guests - Chairman Ernest Lombard

AGENDA: Additions or deletions to the printed agenda

APPROVAL OF MINUTES: August 4th 2003

Staff Presentations to the Board:

8:35 a.m. Park YTD Attendance Revenue Report. Dean Sangrey

8:45 a.m. Development Project Status and Score Card Myron Johnson

Old Business

9:15 a.m. Farragut Forest Health Citizen Advisory Committee Report

9:45 a.m. Introduction of Dave Claycomb, Motorized Trail Program Manager and Corby Christensen, Motorized-Non-motorized Boating Program Manager

9:50 a.m. Review of Commercial Use Survey Dean Sangrey

10:00 a.m. Heyburn Cruise Boat Update Dean Sangrey
David White

BREAK

10:15 a.m.

10:30 a.m. Reservation System Update Tammy Kolsky

10:45 a.m. Board Policy Review Update Rick Cummins

ACTION ITEMS:

11:15 a.m. Nordic Program Initiative Dean Sangrey/Leo
Hennessy

11:30 a.m. Park N' Ski Program Approved Site List Leo Hennessy

11:45 a.m. Castle Rock Hunting Policy Dean Sangrey

LUNCH

Noon Shakespeare Festival Event Facility

1:15 p.m. Vehicle Management Dean Sangrey

1:30 p.m. Advisory Committee Nominees Rick Cummins

2:00 p.m. Quarterly Budget Report Jane Wright
Financial Benchmarking

2:30 p.m. Public Forum

BREAK

3:00 p.m.

3:15 p.m. Attorney General's Report Nick Krema

3:30 p.m. Director's Report Director Collignon

- Legislative Action Update
- Update on Outdoor Education Program Development
- Update on Bruneau Dunes and Idaho Paints Idaho fundraising Projects
- Board involvement in Staff Development and Awards Programs
- Review of equipment leasing program
- Update of the Madison County grant

EXECUTIVE SESSION: 4:00 p.m. Under authority of Idaho Code 67-2345 Sub-section C an executive session may be held to discuss personnel, acquisition of private lands, and/or litigation

ADJOURNMENT: 5:00 p.m. Adjournment

THE BOARD

MISSION: To promote the general welfare and enhance the quality of life for present and future generations by developing and protecting, where needed, the state's significant natural and cultural heritage. To promote the appropriate use of recreation as a means of enriching society and the wholesome enjoyment of life. To provide a balance between individual rights and what is best for the common good. To educate and lead people to a part of the natural world. To touch the lives of all Idahoans in some positive way. To work with other agencies and groups who are interested in the goals we may have in common. To maintain close contact with constituent concerns and represent their needs to the department. To be visionary in providing policy, direction, and leadership to staff. To advocate adequate funding for the agency's activities.

- (1) This is the final agenda. Copies of the agenda will be available at the Idaho Department of Parks & Recreation, 5657 Warm Springs Avenue, Boise, Idaho. The agenda can also be found on the Department Website (www.idahoparks.org) If you have questions or would like to arrange auxiliary aids or services for persons with disabilities, please contact the Department Administrator of Management Services at 208-334-4199. Accommodations for auxiliary aids or services must be made no less than five (5) working days in advance of the meeting.
- (2) The Consent Agenda addresses routine items the board may approve without discussion. An item may be moved from this agenda area to another at the request of the Board.
- (3) The Action Items address policy and program. items the Board may wish to discuss prior to making a formal recommendation or decision. An item may be moved from this agenda area to another at the request of the Board.
- (4) The Director's Report provides information only. An item may be moved from this agenda area to another at the request of the Board.

Please Note: Discussion times for the agenda items are approximate.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY **XX INFO ONLY, NO ACTION REQUIRED**

AGENDA
Idaho Park and Recreation Board Meeting
Boise, Idaho November 5-6, 2003

AGENDA ITEM: Park YTD Attendance Revenue Report

ACTION REQUIRED: NO BOARD ACTION REQUIRED

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: Dean Sangrey

PRESENTATION

BACKGROUND INFORMATION: Park attendance and camping performance continued fairly stable thru September, although the YTD figures reflect some not-unexpected fluctuations based on various seasonal factors that have been impacting visitor numbers this year. Total YTD attendance figures through the end of September are tracking 1.71% ahead 2002 numbers. Regional comparisons show an increase of 5.71% in the North Region and a 9.97% increase for the South Region over the same period in 2002. East Region totals are down for the period at -15.60%, which maintains the trend we've been seeing there since earlier in the year. Total YTD camper units registered for the period shows a nominal increase of 4.91%, which is a respectable gain over 2002.

ACTION ITEM

STAFF RECOMMENDATIONS: This presentation is for informational purposes only. No Board action is necessary.

Jan-Sep	IDPR ATTENDANCE REPORT											
PARK	2002-2003 TOTAL DAY USE/CAMPERS				2002-2003 CAMPER UNITS				2002-2003 REVENUE ^a			
	2002	2003	Inc./Dec.	% Change	2002	2003	Inc./Dec.	% Change	2002	2003	Inc./Dec.	% Change
Priest Lake	50299	54088	3789	7.53	10310	10733	423	4.10	113,348	214,417	101,069	89.17
Round Lake	68711	63720	-4991	-7.26	3434	3427	-7	-0.20	58,281	63,433	5,153	8.84
Farragut	237244	189831	-47413	-19.98	16730	16717	-13	-0.08	303,421	328,705	25,284	8.33
Old Mission	88143	81854	-6289	-7.13	0	0	0	0.00	32,175	30,581	(1,594)	-4.95
Heyburn	177635	197023	19388	10.91	4574	5339	765	16.72	209,513	241,151	31,638	15.10
CDA Parkway	170975	181780	10805	6.32	77	84	7	9.09	12,448	12,452	5	0.04
Dworshak	32394	33788	1394	4.30	3319	4152	833	25.10	91,684	118,321	26,637	29.05
Hells Gate	135040	215736	80696	59.76	8052	9635	1583	19.66	110,183	201,889	91,706	83.23
Winchester	35129	38580	3451	9.82	4038	4050	12	0.30	67,061	86,932	19,870	29.63
4M	8976	5486	-3490	-38.88	87	48	-39	-44.83				
North Reg Total	1004546	1061886	57340	5.71	50621	54185	3564	7.04	998,114	1,297,881	299,767	30.03
Ponderosa	184674	183414	-1260	-0.68	14374	15716	1342	9.34	156,577	300,815	144,238	92.12
Eagle Island	31642	65121	33479	105.81	0	0	0	0.00	70,451	56,479	(13,972)	-19.83
Lucky Peak	286418	400913	114495	39.97	0	0	0	0.00	107,843	104,963	(2,880)	-2.67
Bruneau	83446	82954	-492	-0.59	4788	4617	-171	-3.57	90,797	102,678	11,881	13.09
Three Island	104847	30413	-74434	-70.99	6023	6449	426	7.07	133,156	132,871	(285)	-0.21
Cascade	54720	57252	2532	4.63	7740	8655	915	11.82	91,552	88,159	(3,393)	-3.71
South Reg Total	745747	820067	74320	9.97	32925	35437	2512	7.63	650,375	785,964	135,588	20.85
Malad Gorge	61482	42103	-19379	-31.52	0	0	0	0.00	17,463	26,053	8,590	49.19
Niagra	35607	40688	5081	14.27	0	0	0	0.00				
City of Rocks	64391	70650	6259	9.72	6407	7065	658	10.27	36,197	63,124	26,928	74.39
Castle Rocks	0	2945	2945	0.00	0	0	0	0.00	17,700	10,645	(7,056)	-39.86
Lake Walcott	20952	20927	-25	-0.12	1337	1192	-145	-10.85	25,965	38,484	12,519	48.21
Massacre Rocks	125611	70491	-55120	-43.88	2828	1990	-838	-29.63	47,904	57,971	10,067	21.02
Bear Lake	73405	49826	-23579	-32.12	1820	1889	69	3.79	64,991	62,228	(2,764)	-4.25
Henry's Lake	28405	18569	-9836	-34.63	4330	3366	-964	-22.26	50,584	59,045	8,461	16.73
Mesa Falls	78545	80490	1945	2.48	0	0	0	0.00				
Yankee Fork	38086	32521	-5565	-14.61	0	0	0	0.00	717	747	31	4.27
Harriman	60983	66621	5638	9.25	141	215	74	52.48	103,459	126,563	23,104	22.33
East Reg Total	587467	495831	-91636	-15.60	16863	15717	-1146	-6.80	364,980	444,859	79,879	21.89
Other ^b									77,675	66,174	(11,501)	-14.81
Total Attendance	2337760	2377784	40024	1.71	100409	105339	4930	4.91				
Total Revenue									\$ 2,091,144	\$ 2,594,878	\$503,734	24.09

^a 2002 Reservation System credit card sales posted in 2003

^b Other includes Management Services, Park Ops Administration, & Regional Offices

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise, Idaho - November 6, 2003

AGENDA ITEM: **Development Project Status**

ACTION REQUIRED: **NO BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Rick Cummins

PRESENTER: Myron Johnson

PRESENTATION

BACKGROUND INFORMATION: Current project status is included in this Board packet. The Development Bureau staff has completed eight projects in the last three month timeframe: Priest Lake Volunteer Sites and fire hydrant installation, Dickensheet Vault Restroom, Farragut-Kestrel-Nighthawk Campground renovation at Farragut, Higgins Point Boat Ramp Repairs, North Beach Campground at Ponderosa, Eagle Island Equestrian Access and Trailhead, Eagle Island Day Use Restroom and Lucky Peak's Discovery Day Use Restroom renovation.

The current progress chart illustrates updated timelines for projects, along with comments as to status of ongoing projects, so that a current and realistic picture of the progress can be shown throughout the year. In an effort to provide quarterly updates, a narrative will be developed along with this spreadsheet, which will be monitored and altered as projects get completed or are delayed for reasons beyond our control.

We have undertaken a significant research project at Hells Gate State Park to identify any significant artifacts in the three areas that we will be developing and renovating within the park over the next two years. A firm from Washington state was selected to do ground penetrating radar (GPR) soundings and will shovel test areas that show clear signs of artifacts in the next thirty days, delivering a report to us and the State Historic Preservation Officer for review. This is the first time that we have actually used this type of technology for preservation efforts and it is considered state-of-the-art in technology.

ACTION ITEM

STAFF RECOMMENDATIONS: This presentation is for informational purposes only. No Board action is necessary.

Assigned To	Project Number	Project	CURRENT 2004 PROJECTS												Budget Projected	Design	Bid/Award	Construct	Complete/Cancel	Comments
			JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN						
		Statewide Repair and Remodel Projects																		
PW	310113	Priest Lake Lions Head Composter Replacement													65,000	X	X	X		Under Evaluation
AB	310121	Priest Lake Fire Hydrants													60,000	X	X	X	X	
PW	310131	Dickensheet Vault RR's													28,500	X	X	X	X	
JC	310521	State Parks Historical & Cultural Investigations													19,000					Investigations at Hells Gate - currently
AB	310503	Farragut Kestrel-Nighthawk Campground													1,075,000	X	X	X	X	
AB	310933	Higgins Point Boat Ramp repair													245,000	X	X	X	X	
AB	320301	Hells Gate Loop A CG Irrigation Upgrade													112,000	X	X			Investigations for SHPO - being done currently
AB	320332	Hells Gate - replace DU Irrigation System													95,000	X				Investigations for SHPO - being done currently
JT	320541	Winchester Shop Remodel													51,000					Currently under design
JC	330123	Ponderosa Church Camp Repairs													92,500	X				A/E Consultants hired
JC	330822	Headquarters Improvements													50,000					Merging into HQ Remodel - SRO additions
JC	330841	HQ Remodel and South Region Construction													185,000	X				Currently under design
JC	330403	Lucky Peak - Sandy Point Well													12,500					
JC	330411	Lucky Peak - Spring Shores Well and Utilities													40,000	X				
JC/AB	330511	Bruneau Natural Sciences Center													100,000	X				Ready to Bid, Awaiting Funding
JC	330531	Bruneau - Replace Sprinkler System													132,000	X	X			Bid in October
AB	350131	Massacre Rocks Water System Upgrade													115,000	X	X	X		Under Construction
KB	351131	Massacre Rocks upgrade RR in lower CG													105,000	X	X			Under Construction
SH	340421	City of Rocks Road Improvement													50,000	X	X	X	X	Nearing Completion
AB	340441	Castle Rocks - Admin Site Improvements													25,000					Internal Staff Development Project
AB	360241	Henry's Lake Road Repairs													40,000	X				Team up with ITD project in area
		Statewide Capital Projects																		
AB/JT	300039	Cabins/Yurts Statewide														X	X	X	X	Nearing Completion of 36 cabins
AB	300048	Volunteer Sites - Statewide													60,000					Developing Scope of Project Areas
AB/JT	300049	Cabins/Yurts Statewide													200,000					Revising Plans and Specifications
CV/JT	310141	Priest Lake - Lions Head Planning													50,000					This will be a 2006 Development Project Area
JT	310531	Farragut 'Lakeview' CG - A/E													250,000					This will be a 2005 Development Project Area
JT	310621	Old Mission VC Construction													230,000					Construction to being in 2005
AB/PW	320121	McCroskey water system installation													60,000	X	X	X		
AB	320322	Hellsgate Lewis & Clark roadway and exterior dev.													380,000	X	X			In Construction Phase
AB	320331	Hells Gate Lewis & Clark Interpretive Center													1,500,000	X	X			In Construction Phase
NRO	320411	Glade Creek Camp													10,000	N/A	N/A	N/A		Working with the NFS on plans
AB	330102	Ponderosa North Beach CG Development													219,000	X	X	X	X	Completed, August
JC	330131	Ponderosa Kokanee Cove Group Camp - A/E													1,250,000	X				In Design
JC	330741	Cascade Improvements (BOR Title 28)													375,000	X				Project Funding Approved, under design
AB	330221	Eagle Island Equestrian Access - Trailhead													139,680	X	X	X	X	Completed, early October
AB	330291	Eagle Island DU Restroom													122,080	X	X	X	X	Completed in September
AB	330413	Lucky Peak - Discovery RR Replacement													83,200	X	X	X	X	Completed in September
JC	330411	Lucky Peak Spring Shores Sitework													152,900	X				
AB	340111	Melad Gorge Vehicle Storage Building													8,120	N/A	N/A			SR and ER trade
KB	340431	Castle Rocks - Smoky Mtn. CG design													1,350,860	X				A/E Consultants selected
AB	340491	City of Rocks Domestic Water System Upgrade (DEQ)													89,500	X	N/A	N/A		Under Construction
KB	350331	Bear Lake Campground Renovation													515,500	X				Ready to Bid
SH	355333	Bear Lake - North Road, entrance realignment													50,000	X	N/A			Agreement with PacifiCorp, completed
KB	350341	Bear Lake - North Beach Improvements													100,000	X				Agreement with PacifiCorp, completed
SH	360112	Harriman Domestic Water System Upgrade (DEQ)													10,000	X	X	X	X	In Construction
KB	360121	Harriman Welcome Center Design													150,000					This will be a 2005 Development Project Area
KB/AB	360212	Henry's Lake Volunteer Site Development													25,000	X				Preliminary Desings being done
AB	360431	Ashton-Tetonia Trail Construction - A/E													58,000	X				Engineering underway
AB	360461	Ashton-Tetonia Trail Construction -													399,000	X				Engineering underway
AB/SH	360531	Yankee Fork RV Dump Station													132,575	X	X	X	X	Nearing Completion
		Concept Designs																		
		Construction Plans and Specifications																		
		Bid Projects																		
		Construction																		

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise, ID November 5/6, 2003

AGENDA ITEM: Update on Heyburn Cruise Boat

ACTION REQUIRED: (NO) BOARD ACTION REQUIRED

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: David E. White

PRESENTATION

BACKGROUND INFORMATION: After a good first year, in October, 2002 Heyburn State Park received approval to finalize the purchase of the "Idaho", a cruise boat that we had entered into a three-year lease-to-purchase agreement option with the Coeur d'Alene Resort. The boat was to be used for interpretive purposes, to provide an additional recreational opportunity unavailable at the south end of Lake Coeur d'Alene and in the Heyburn State Park area, and to form local community relationships enhancing tourism and economic development. As directed, the park focused on utilizing the boat as a catalyst for economic and privatization efforts, coordinating marketing with local entities, and building our tribal partnership. The park utilized the boat as identified and directed during the summer of 2003 with positive results. They worked closely with local communities and the Coeur d'Alene Tribe increasing special event participation and charter cruise numbers. They reduced the overall number of public cruises offered, emphasizing quality and experience. Staff's efforts resulted in a doubling of passengers and revenue on the same number of cruises completed in 2002.

ACTION ITEM: This presentation is for informational purposes only. No Board action is necessary.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise Idaho

AGENDA ITEM: Reservation Program Update

ACTION REQUIRED: **(NO) BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: Tammy Kolsky

PRESENTATION

BACKGROUND INFORMATION:

The Department began operating a new campground management tool, a centralized statewide reservation system, in our first park on February 18, 2002. We are now able to offer this service to our camping customers in 16 of our parks as well as provide full online access via the Internet 24 hours per day, 7 days a week, 365 days per year. As we close out the 2003 camping season, it is a good time to take a look at how far we've come, evaluate our progress, and share our plans for the future.

2003 - A look Back

- Internet reservations – a milestone for IDPR!
- Management procedures developed with staff training delivered in spring.
- Five parks begin their first season using the ReserveAmerica application.
- Two parks break new ground by accepting campsite reservations for the first time in their history.
- Statistics for the season.
 - Number of reservations made for the 2003 camping season:
 - All channels - 45,693
 - By Internet – 5,578
 - By Idaho RV license holders – 2,215
 - Total nights stayed:
 - All Channels – 130,181
 - By Internet – 13,679
 - By Idaho RV license holders – 6,706
 - Average stay on reservation:
 - All channels – 2.8 nights per stay

- By Internet – 2 nights per stay
 - By Idaho RV license holders – 3 nights per stay
- Challenges
 - Managing Internet transactions
 - Providing good customer service
 - Addressing telecommunications at remote park sites
 - Tailoring each park set-up to address environmental logistics
 - Discover, develop, and validate sound operational procedures
 - Keeping staff trained and informed
 - Working with the vendor to tailor the application for IDPR
 - Resource management – meeting program demands
- Progress
 - Campgrounds in the system (95% of our camping parks were active in the system for the 2003 season).
 - Number of reservable campsites increasing in the system
 - Obstacles overcome
 - Inventory identified, described and cataloged
 - Uniform site coding definitions
 - Public Awareness – Agency’s efforts with PSA’s, weekly camping forecast, fair booth, etc.
 - Defined and established issue management protocols
 - Developed and distributed program procedure manual
 - Customer accessibility
 - Successful disaster recovery procedures in place

To the Future

- Training
- Maintenance (clean sweep database maintenance, system rebuilds, etc.)
- Additions to the inventory
- Enhancements to the IDPR Web site
- Regional Support in the form of CRS installations
- Better management through reporting – accuracy, timeliness, data trending, etc.

ACTION ITEM

STAFF RECOMMENDATIONS: This presentation is for informational purposes only. No Board action is necessary.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☒ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise, Idaho November 6, 2003

AGENDA ITEM: Board Policy Manual Review

ACTION REQUIRED: ACTION REQUESTED

DIVISION ADMINISTRATOR: Rick Cummins

PRESENTER: **Rick Cummins**

PRESENTATION

BACKGROUND INFORMATION:

Board Policy ADM 3:75 states “policies are to be reviewed amended or ratified at the fall board meeting during odd numbered years, or upon majority vote of the board members during interim.”

Policy staff started the initial review of all policies this past July. We published the policies in their entirety in the August 4, 2003 Board Agenda. With this initial review staff has found many areas where either reorganization or business rules will require some modification to the policies as written.

We are recommending that the project be broken down into segments over the next three Board meetings. This will allow for proper time and discussion for each of the sections. At this meeting we shall cover the table of contents and the Administration (ADM) section. The winter meeting will be sections Legal /Legislative (LEG), and Personnel (PER). The spring meeting will be the final three sections, Operations (OPE), Development/Planning/Acquisition (DEV), and State/Federal Aid (SFA)

ACTION ITEM

Staff is recommending the board amend the table of contents and the Administrative (ADM) section of the current Board Policy Manual.

POLICIES

OF THE IDAHO PARK AND RECREATION BOARD

ADM. 1:87 INTENT – These policies are intended to provide general policy direction for administration of the Idaho Department of Parks and Recreation, and are not intended to directly impact the general public.

ADM. 2:75 BOARD DIRECTIVES – The Idaho Park and Recreation Board is a policy-setting board, and as such provides general direction for staff. The lines of communication between the board members and the department staff are always through the director's office and/or those staff members assigned as staff to the board and director.

ADM. 3:75 REVIEW OF POLICIES – A continuing review of policies is essential to keep them consistent with recreational trends, public needs and financing, and to see that the aims which led to the establishment of the various units are maintained. Policies are to be reviewed, amended, and/or ratified during the fall board meeting during odd-numbered years, or upon majority vote of the board members during the interim.

ADM. 4:70 LIMITATION OF AUTHORITY – All decisions regarding the opening or closing of recreation areas or parks will be made by the board, except for seasonal closures that are a normal procedure due to weather restrictions, and except as outlined in ADM. 4(a):80.

ADM. 4(a):80 EMERGENCY AUTHORITY – The director or the director's designee may close recreation areas or parks in an extreme emergency situation, when the health or safety of individuals or facilities are threatened, and when time is of the essence.

ADM. 5:75 NONDISCRIMINATION – The facilities and activities of the Idaho Department of Parks and Recreation (whether controlled directly by the department, by agreement with another jurisdiction, or by concessionaire) shall be operated without discrimination because of race, color, national origin, religion, gender, age or handicap.

ADM. 6:75 PUBLIC INFORMATION – The Idaho Park and Recreation Board is a public agency, and its regular, special or telephonic board meetings are open to attendance by the public. Adequate notice of regular and special meetings of the board shall be given to the public through the usual news media and/or through releases mailed to interested persons and organizations. The presence of representatives of the press, radio, television, and other news media is encouraged.

- I. The public shall be kept informed of the development and use of the state park system. Information should contain current operations of the existing state park system and planning for future facilities and services.
- II. A continuous effort must be maintained to see that all personnel of the department, and in particular the field personnel who are in regular contact with the public, are well informed on the current activities of the department and the board.

ADM. 7:82 MARKETING – It is the policy of the board that the department staff actively pursue promotion of state parks in cooperation with private enterprise, local, State or national agencies in order to maximize the public’s awareness of the state parks in Idaho. All cooperative promotional activities will be carefully screened by the director in order to assure that it is an appropriate promotional program. All major cooperative promotional activities will be approved by the board prior to implementation.

ADM. 8:98, 03 CRITERIA FOR AWARDS – Department awards are presented to honor personnel and other citizens who have made an outstanding contribution to the park and recreation field.

I. **Purpose** – Appropriate types of awards have been established to recognize service, merit, outside contributions and other accomplishments beneficial to the department.

- A. Awards shall be standardized to the point that similar recognition is given for similar accomplishment.
- B. Effort shall be made to recognize only a select few each year so as not to make the awards seem commonplace.
- C. Department expense for awards shall be kept at a modest level.

II. Categories of Awards

- A. **Beth Durham Award** – Annual recognition of a permanent field employee at any job level, who performs duties in a superior manner and exemplifies in attitude and action those traits most desired in a public park and recreation employee.
- B. **Ranger of the Year** – Annual recognition of a permanent ranger who performs in an exceptional manner and typifies in attitude and action those traits most desired in a park ranger.
- C. **Certificate of Merit** – All departmental employees eligible. Award may be given for a specific project or action which is uncommon, or for sustained high-level performance in routine tasks.
- D. **Recognition of Service upon Retirement from the Department** – A certificate of recognition in appreciation for satisfactory service presented upon retirement from the department. If the retiree meets the “meaning” of retiree described in “E” below, the retiree will also receive a “Lifetime Pass.” Any other personal gift which may be bestowed on a retiree shall be an option of the department employees at no expense to the department.
- E. **Lifetime Pass** – Former directors, board members, and retirees (retiree means an employee who has worked for this department for a minimum of five years and meets the requirements for eligibility to receive monthly retirement benefits from the Public Employees Retirement System of Idaho on his or her date of cessation of employment with this department), shall be entitled to a non-rescindable lifetime pass. The lifetime pass waives all day-use and camping

fees within Idaho State Parks and Recreation areas for the recipient and spouse. The lifetime pass does not waive the non-refundable reservation fee.

- F. **Service Certificates** – At five-year increments, each employee will receive a certificate recording the appropriate 5, 10, 15, 20, 25, 30, 35, or 40 years of service with the Department.
- G.
- G. **Park Board Chairman Recognition** – A gavel, mounted on a plaque, shall be presented to each outgoing park board chairman at the time he or she turns over the office. If possible, a letter of appreciation from the Governor will be obtained and presented with the plaque.
- H. **Director's Award** – Annual recognition of a permanent office employee at any job level, who performs duties in a superior manner and exemplifies in attitude and action those traits most desired in a public park and recreation employee.
- I. **Volunteers in Parks** – Private citizens who provide their time, effort, and/or money in order to enhance the activities or facilities of the department shall receive a special certificate of appreciation, if their efforts significantly contribute to the parks or programs of the department.
- J. **Excellence in Interpretation** – Annual recognition of any department employee or work unit that exhibits dedication, resourcefulness, and innovation in interpretation through in-park and/or outreach efforts. This award could be for a specific accomplishment in the area of park interpretation, a project, or sustained effort.
- K. **Regional Recognition Awards** – The object is to recognize private citizens on the local level who have given much time and effort to their particular park and recreational area.
- L. **Distinguished Citizen Award** – Private citizens who make significant contributions to the furtherance of the Idaho Department of Parks and Recreation.
- M. **Certificate of Valor** – It is the policy of the board to recognize individuals who have exhibited an extraordinary amount of courage by risking their own safety in an effort to rescue a victim in a park or program-related activity. The qualifying factors are:
 - 1. The situation must be such that a victim, participating in a recognized recreational activity, has been involved in an accident whereby loss of life or limb or other major injury is imminent.
 - 2. Another person (either a department employee or a citizen) provides an outstanding service to the victim by heroically risking his or her own personal safety in order to rescue the victim.
 - 3. An account of the incident can be documented and verified for proof.

The award should be approved by the board and presented to the recipient as soon after the incident as possible.

III. Conditions for Awards

All certificates will be either attractively mounted or framed. Where possible, it will be secured to a wood plaque in the shape of the state of Idaho or other appropriate shape. Lifetime passes shall be laminated for protection. Gavels shall be new with the chairman, the name of the board, and the years served engraved on al attached plate, and mounted on a plaque.

IV. Selection of Candidates for Awards

The director or acting director shall have the final decision on awards, except the park board chairman's award, which shall be automatic. Anyone may present a nomination in writing to the director.

Where feasible, the director shall confer with the staff prior to selection of candidates, and shall consider the opinion of others. Every effort shall be made toward fair evaluation of credentials and removal of personal bias in selection of candidates for awards.

ADM. 9:75, 03 FREE CAMPING AND ENTRANCE FEE - It shall be the policy of the Idaho Park and Recreation Board to allow full-time, permanent employees and board members to camp free of charge at any state park or recreation area provided that there is space available and paying guests will not be displaced. Reservation must be made through specific parks of choice. Reservation made through the online reservation system will be charged accordingly.

ADM. 9(a): 81 MVEF WAIVED – It shall be the policy of the board that the MVEF for all full-time, permanent state park employees and board members be waived.

ADM. 9(b): 86, 03 - ANNUAL PASSES FOR ~~RV~~ ADVISORY COMMITTEE MEMBERS– It shall be the policy of the Idaho Park and Recreation Board to issue annual passes to members of the ~~RV~~ Advisory Committee Members which will allow two nights free camping per visit to a state park, thereafter, the regular fee will be imposed provided there is space available and paying guests are not displaced.

ADM. 10:75 SAFETY – The director or the director's designee will act to formulate and implement departmental procedures to provide for the detection of dangerous conditions and to provide appropriate management responses. Such procedures shall also provide for a program of adequate inspection.

ADM. 10(a): 87 VISITOR AND EMPLOYEE SAFETY – It is the policy of the Idaho Department of Parks and Recreation to:

1. Require safe practices on all sites where there is department activity affecting both public and employee safety.
2. Provide a safe workplace, safe working conditions, and necessary safety equipment for its employees in order to minimize injury.

3. Train all employees in the principles of safety orders and their application throughout the department
4. Encourage on-the-job safety for all of its employees through application of a comprehensive safety program and to request and commit resources to this end.
5. Inform employees and expect compliance with safety orders or rules and provide for all necessary programs and actions to this end, including disciplinary action if necessary.

To meet these policies, the department will develop and keep updated a comprehensive safety plan for the employee workplace and visitor use areas; the safety policy plan will evaluate conditions and set priorities for solution of problems.

ADM.11:03 ADMINISTRATION CHARGE FOR ROAD AND BRIDGE AND CAPITAL IMPROVEMENT – The Department shall budget and expend a maximum fee of 20% for both Capital Improvement and Road and Bridge funds for administrative purposes. Should the related administrative costs of the Department amount to less than the moneys apportioned for such purposes, the difference shall be returned to each Recreation Fuels Account equitably.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA

Idaho Park and Recreation Board Meeting

Boise, Idaho November 5-6, 2003

AGENDA ITEM: Commercial Use Survey Review

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: Dean Sangrey

PRESENTATION

BACKGROUND INFORMATION: Staff has worked through the summer to research the amount of commercial outfitter and guide activity that takes place within the boundaries of our parks. Our focus was concentrated on both IDPR permitted operations conducting legal operations within the parks, and to identify any other operations that are providing services to paying clients but without the of benefit the required permit. We documented a total of 17 operations that fall within these two categories; 9 that have a permit, and 8 that do not. A draft permitting procedure and associated fee schedule is being prepared and will be available for review at the Board meeting.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff recommends that the Board consider adopting the new permit procedures and fee schedule to provide for full implementation for the 2004 operating season.

☐ IDAPA RULE ☐ IDAPA FEE **XX BOARD ACTION REQUIRED**
XX BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise, Idaho, November 5, 2003

AGENDA ITEM: Park N' Ski Approved Site List

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: Dean Sangrey

PRESENTATION

BACKGROUND INFORMATION: Based on formal action by the Board at the August meeting to approve the Premium Nordic Ski Grooming Fee and the establishment of Ponderosa State Park and Harriman State Park as the initial sites under this program, these two parks need to be removed from the current list of IDPR Park 'N' Ski areas. Accordingly, the modified list of approved Park 'N' Ski areas will include: Banner Ridge, Gold Fork, Whoop-Um-Up, Fourth of July Summit, Palouse Divide, Elk River, Fish Creek Meadows, Brimstone/Buffalo River, Bear Gulch/Mesa Falls, Fall River Ridge and Mink Creek.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff recommends the Board remove Ponderosa and Harriman State Parks from the Park N' Ski program and approve Banner Ridge, Gold Fork, Whoop-Um-Up, Fourth of July Summit, Palouse Divide, Elk River, Fish Creek Meadows, Brimstone/Buffalo River, Bear Gulch/Mesa Falls, Fall River Ridge and Mink Creek Park N' Ski areas as IDPR designated Park N' Ski areas.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☒ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise, Idaho November 6, 2003

AGENDA ITEM: Hunting Authorizations and Exceptions

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: Dean Sangrey

PRESENTATION

BACKGROUND INFORMATION: Current IDAPA Rule 26.01.20.575 provides that "All molesting, injuring, or killing of any wild creature is strictly prohibited, except as provided by action of the board and as established in Board Policy. Persons in possession of wildlife, which may be legally taken within state park boundaries, shall comply with Idaho Fish and Game rules."

In an effort to protect the safety and well being of visitors to IDPR parks and facilities, safety zones need to be established within these areas during established hunting seasons.

Additionally, with the inclusion of Castle Rocks State Park into the state park system, this park needs to be incorporated into the current list of exceptions to the prohibited hunting provisions of Rule 26.01.20.575.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff recommends that the Board: a) adopt the following amendment to IDAPA 26.01.20.575: Three hundred (300) foot safety zones may be designated by the park manager or designee; and b) include Castle Rocks State Park as a facility open to all hunting in Board policy.

☐ IDAPA RULE ☐ IDAPA FEE **XX BOARD ACTION REQUIRED**
X BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise, Idaho November 5-6, 2003

AGENDA ITEM: **Vehicle Management Policy**

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: **Dean Sangrey**

PRESENTER: **Dean Sangrey**

PRESENTATION

BACKGROUND INFORMATION: In 2002, at the request of the Joint Legislative Oversight Committee, the state Office of Performance Evaluations (OPE) conducted an evaluation of state agency fleet management policies. Their analysis focused on management of passenger vehicle use, maintenance, and surplus and disposal practices. As a result of this review, OPE established a set of twelve recommendations for agencies to meet in order to be in compliance with state guidelines.

In response to this directive from OPE, IDPR staff embarked on a project to devise a fleet management policy that brings the Department into compliance with legislative intent. The new policy has evolved around the 12 key elements outlined in the recommendations, and incorporates several revised record keeping forms that will help to capture the historic use and current maintenance information required for effective fleet management.

The new procedures provide for daily tracking of vehicle use, mileage, fuel purchases, minor and major maintenance, and overall condition. This information will be documented in appropriate databases and, by policy, will be reviewed at regular intervals to monitor the status of our vehicle fleet. One of the key objectives of the new process is to establish a well-documented record of a vehicle's history so that informed decisions can be made relative to retention or disposal of the vehicle. The OPE recommends that certain national standards related to age and mileage be incorporated in agency policies. Some of these standards are not realistic for our use due to the unique nature of many of our operations. These unique uses and alternate standards are reflected in the policy.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff recommends that the Board endorse the adoption of this vehicle management directive as a Board policy.

GRANT ADVISORY COMMITTEES APPLICATIONS

Waterways Improvement Fund (WIF)

Region 1

- 1) Ross Walkinshaw - Coeur d'Alene
- 2) Ron Reno - Coeur d'Alene

1 Opening - Primary

Region 3

- 1) Gordon Cruickshank - McCall
- 2) Karen Crosby - Boise
- 3) Richard Vaughn - Boise
- 4) Milt Coffman - Meridian

1 Opening - Primary

Off-Road Motor Vehicle Fund (ORMV)

Regions 1-2 - Non-Motorized

2 Openings - Primary & Alternate

- 1) Don McPherson - Kooskia
- 2) Robert Wuest - Coeur d'Alene
- 3) Gery Gudgel - Lewiston
- 4) Lauren Frei - Lewiston
- 5) Royal Kingley - Lewiston

Regions 3-4 - Snowmobile

2 Openings - Primary & Alternate

- 1) Darrin Lamb - Kuna
- 2) Karen Crosby - Boise
- 3) Becky Johnstone - McCall
- 4) John Cooper - Meridian
- 5) Mark Wright - McCall

Regions 5-6 - Motorbike/ATV

2 Openings - Primary & Alternate

- 1) Martin Lathe - Idaho Falls
- 2) Curtis Keller - Soda Springs
- 3) Steve Kahn - Idaho Falls
- 4) Lee Foster - Preston

*NQ

*NQ

Recreational Trails Program

Statewide - Equine

2 Openings - Primary & Alternate

- 1) Doris Ferguson - Lewiston
- 2) Tom Fitzpatrick - Lewiston Regions 1
- 3) Gery Gudgel - Lewiston

- 4) Terri Bergmeier - Boise
- 5) Harold Edwards - Eagle
- 6) Gregory Smith - Emmett Regions 3
- 7) Karen Crosby - Boise

- 8) Brent Bill - Rexburg Regions 5
- 9) Curtis Keller - Soda Springs

*NQ = Not Qualified

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

Idaho Park and Recreation Board Meeting

November 5, 2003

Boise Idaho

AGENDA ITEM: Financial Statement
BOARD ACTION REQUESTED

PRESENTER: Jane Wright, CPA, CIA
Financial Officer

BACKGROUND: Enclosed are the Idaho Department of Parks & Recreation's Fiscal Year 2004 Financial Statements for the first quarter ending September 30, 2003.

A fund description along with the source and use of the agency's various funds is included along with the financial statements.

Appropriated amounts reflect transfers between personnel, operating, capital, and trustee & benefits allowed pursuant to IC §67-3511.

A summary of the financial status by Division is as follows:

Management Services:

Personnel: The overall percentage of personnel obligated is 23.68% compared to 23.9% last fiscal year for the same time period. Expenditures are in line with the agency's appropriation and projections.

Operating: Percentage obligated at the end of the first quarter is 35.70% compared to 39.49% last fiscal year for the same time period. First quarter expenditures include one-time payments to other state agencies for services related to accounting, payroll, and attorney general fees. With the exception of a \$10,000 expense for a new voice mail system at headquarters, expenditures were in line with projections.

Capital: Funds allocated for capital will be expended for computer equipment and a replacement vehicle for headquarters motor pool.

Trustee & Benefits: As grants are approved by the Board and awarded, funds are expended or encumbered. At the end of the first quarter, expenditures and encumbrances appear in alignment.

Operations

Personnel: Percent obligated at the end of the first quarter is 25.82% and 44.95% in the General (0001) and the Park & Recreation Fund (0243) respectively. Comparing total personnel expended to appropriation for all funds, expenditures are about the same as last fiscal year for the same time period. The General Fund appropriation and related expenditures is predominantly classified personnel while the Park & Recreation Fund is allocated for seasonal salaries.

Operating: The total percent obligated is 25.89% at the end of the first quarter compared to 24.63% last fiscal year for the same time period. Expenditures appear to be normal throughout the various programs.

Capital: There has been limited activity in the purchase of capital items. Park and program managers generally place orders for capital items after the busy season. In addition, vehicles needing replacement are ordered through state purchasing each spring.

Capital Projects:

Capital: Appropriated amounts include prior year carryovers. This Division has two years spending authority because of the time required to complete construction projects. See the report provided by the Development Bureau regarding project status for more information.

As cash becomes available in funds 0410.01 and 0496.03 Park Land Trust to support the appropriated amounts shown, planned projects can move forward.

Statement of Cash Balances

as of September 30, 2002

Fund	Reason for Increase/(Decrease)
0125 Indirect Cost Recovery	Indirect funds are transferred in as cash is received from the federal government. Transfers In increased 528.6% this quarter over last year for the same time period because reimbursements from the federal government were delayed because of late appropriations, system problems on their end, and increased expenditures on the state side.
0243 Park & Recreation	Revenue shows an increase because of a change in business rules that required 100% prepay for reservations. Expenditures increased dramatically because of a reduction in general fund support in FY 2004. Expenditures are expected to exceed revenue in the short term. Projected changes to the fee structure effective January 1, 2004 and increase in revenue from cabins should bring expenditures in line with revenue over the long term.
0243.03	Revenue related to the sale of the Sawtooth License Plate decreased slightly, 1.6% from last fiscal year for the same time period. The Idaho Transportation Department administers the sale of the plates and transfers proceeds to the IDPR. The Sawtooth Society expends proceeds for applicable projects under the terms and conditions of an Agreement with the IDPR.
0247 Recreational Fuels	Revenue for gas tax at the end of the first quarter is up 2.9%. Revenue in this fund is projected to remain stable with minor fluctuations through FY2004. Expenditures are predominantly for projects in all fund details except the Rec. Fuels Fund, 0247.06, which is a new fund this fiscal year and was set up to track allowable proceeds for administrative expenses and related expenditures.
	There is a negative Unobligated Cash balance of \$486,551 in the Waterways Fund 0247.02. However, cash received through the end of the fiscal year is projected to cover encumbered grant obligations. This will bring the cash fund balance in a positive position at the end of the fiscal year. The loan to the Federal Fund (0348) in the amount of \$550,000 is not included in the ending cash balance.

The ending Cash balance and Unobligated Cash Balance for all other gas tax fund details (Capital Improvement, Off Road Motor Vehicle, and Road & Bridge) are all positive and as anticipated.

0250.01 Revenue fluctuates due to timing in processing. See Fiscal Year
0250.02 2005 Board Budget Book for details on increases or decreases in
^a0250.03 number of registrations by type for the season.

^b0250.04

Registration Revenue

^aRevenue in the Snowmobile Fund (0250.03) comes from the sale of Snowmobile Stickers & the sale of Snowmobile License plates. The Cash balance from the Sale of License Plates totals \$79,202, Undesignated funds total \$105,885 at the end of September

^bThe cash balance in the Motorbike Fund includes the 15% administrative portion of \$190,588.

0250.05
Recreational Vehicle

The registration fee for recreational vehicles (RV - motor homes) is calculated on the value of the unit. Fiscal year Transfers In for this fund at the end of September were up 6.2%. Beginning with calendar year 2004 license renewals and first time purchases, revenue is projected to decrease slightly because of a change in the calculation of the value of the RV.

0348
Federal Funds

The ending cash balance includes advances from other fund in the amount of \$1,200,000 (\$550,000 from Waterways Fund 0247.02 and \$450,000 from the Park & Recreation Fund 0243, and \$200,000 from the Capital Improvement Fund 0247.01). The IDPR is on a reimbursement basis so cash is drawn from the federal government after the expense is incurred.

0349
Miscellaneous
Revenue

Activity in this fund is related to non-federal grants. Revenue and expenditure fluctuations are not comparable between fiscal years.

0410.01
Enterprise Fund

Gross revenue in the Enterprise fund increased 12.8% but expenditures were up 23.1%. Revenue is directly related to expenditures in this fund because of resale activity including gasoline where the profit margin is relatively small.

0410.02 Business Account Continuous Spending Authority	<p>Decrease in revenue is predominantly due to the operation of the Billingsley Creek Farm. Expenditures related to the operation of the farm are posted to the General or Park & Recreation Fund.</p> <p>This fund balance will be reduced next quarter by receipts related to the Heyburn Cabin rent increase posted in FY2000. \$87,407.50 will be transferred to fund 0410.01 and the same amount returned to Heyburn leaseholders.</p>
0494.05 Petroleum Violation	<p>The revenue is from interest received. These are one-time funds appropriated in fiscal year 1998. Funds are obligated for projects as interest is earned.</p>
0496.02 Harriman	<p>Revenue is about the same as last year. Expenditures are up 31.5% in this fund because of a reduction in general fund support.</p>
0496.03 Park Land Trust	<p>The majority of the cash in this fund is held in trust for specific parks or one time revenue earned from timber sales that will be used for natural resource management plans and related activity across the state park system.</p>
0496.05	<p>Receipts fluctuate with billings to the railroad. Current operating expenditures are funded from reimbursements for prior period expenditures related to the Trail of the Couer d'Alenes.</p>

RECOMMENDATION: Staff recommends that the Board approve the financial report as presented.

**IDAHO DEPARTMENT OF PARKS & RECREATION
SOURCES AND USES OF FUNDS**

Fund Number	Name & Source of Funds	Use of Funds
0001	General Account: General state taxes & interest	Any appropriated purpose
0125	Federal Indirect Cost: Federal grant indirect cost recovery	General agency administrative costs and Recreation Bureau federal grant administration
0243	Park & Recreation Account: Park general operational revenues from fees, licensing administration and vendor fees	Any agency operational costs
0243.02	Park & Recreation Account: 15% Administrative Fee from processing recreational vehicle registrations.	Any appropriated expenditure related to the administration of registering Snowmobiles, boats, or Park 'n Ski Permits
0243.03	Park & Recreation Account: Sawtooth National Recreation Area Special License Plate sales.	For use in the maintenance of parks and facilities. Ten dollars of each initial fee and \$10 of each renewal fee shall be deposited in the state treasurer in the park and recreation fund.
0243.04	Non-Motorized Boating: Revenue from the sale of the cutthroat wildlife plate sold pursuant to ARS §49-417 (2)(c)	For the construction and maintenance of nonmotorized boating access facilities for anglers.
0247.01	Parks & Rec. Capital Improvement: Gas Tax	Capital improvements and related costs
0247.02	Waterways: Gas Tax	Operational costs for the boating programs and grants for boating safety or facilities

**IDAHO DEPARTMENT OF PARKS & RECREATION
SOURCES AND USES OF FUNDS**

Fund Number	Name & Source of Funds	Use of Funds
0247.04	Parks & Rec. Road & Bridge: Gas Tax	Portion for park road improvements and portion for county recreation access & road improvements
0247.06	Recreational Fuels Administration: The allowable 20% of gasoline and/or aircraft engine fuel tax received into fund 0247	Any agency administrative expense.
0250.01	State Vessel Account: 85% of state boat registration fees	Distributed to counties based on licensee designations
0250.02	Cross Country Skiing: 85% of cross country ski parking permits & rental income from Idaho City Yurt System	Operational costs for cross country skiing program, contracts for ski area grooming and plowing, and yurt maintenance.
0250.03	State Snowmobile: 85% of snowmobile license fees	Distributed to designated eligible counties. Undesignated funds used for grants or related maintenance
0250.04	Motorbike: 85% of motorbike license fees and 15% allowable for administration	Operational costs of the trail ranger program, grants for motorbike related projects and administrative costs in the Registration Section.
0250.05	Recreational Vehicle: Portion of RV license fees	Operational costs of the state RV program and grants for RV projects
0348	State Federal Funds: Boating Safety LWCF, National Trails Program, and memorandums of understanding to operate state parks	Agency federally funded acquisition & development, pass through federal grants and federal MOU's and contracts

**IDAHO DEPARTMENT OF PARKS & RECREATION
SOURCES AND USES OF FUNDS**

Fund Number	Name & Source of Funds	Use of Funds
0410.01 0410.02	Parks & Rec Enterprise: Enterprise operations such as marinas, owned cabins etc. Fund 0410.02 has continuous spending authority.	Operation of enterprise functions and purchase of goods for resale
0494	Petroleum Price Violation Fund - Redistribution to the states from the U.S. Department of Energy	Non-Motorized trail projects throughout Idaho
0496.01	Park Donations: Donations & Contributions	General or specific donation purposes
0496.02	Harriman Trust: Harriman park fees, revenues and investment earnings	Harriman ranch operation and maintenance, development or acquisition
0496.03	Park Land Trust: Trust Funds including balance of seed moneys for McCroskey Trust.	Acquisition of land and related costs, investment of trust funds for specific purposes
0496.05	The Trail of the Coeur d'Alenes	Operation and maintenance of the rail to trail line from Plummer to Mullan
0496.06	State Trust for Outdoor Recreation Enhancement (STORE) Act Idaho Statutes 67-4245 thru 4247 Donations	Trust fund to address Idaho's outdoor recreation needs

IDAHO DEPARTMENT OF PARKS & RECREATION
FY 2004 FINANCIAL STATEMENT
September 30, 2003

Program/Type	Appropriation	Expenditures	Encumbrance	Balance	% Obligated
Management Services:					
Personnel:	2,735,601	647,692	0	2,087,909	23.68%
Operating:	1,205,000	405,488	24,677	774,835	35.70%
Capital:	186,000	0	130,000	56,000	69.89%
Trustee:	8,588,850	2,234,546	2,362,441	3,991,863	53.52%
	12,715,451	3,287,727	2,517,118	6,910,606	45.65%
Operations:					
Personnel:	7,667,086	2,224,822	0	5,442,264	29.02%
Operating:	3,542,685	904,722	12,555	2,625,409	25.89%
Capital:	1,702,800	32,371	21,275	1,649,154	3.15%
Trustee:	0	0	0	0	0.00%
	12,912,572	3,161,915	33,830	9,716,826	24.75%
Capital Projects:					
Personnel:	0	0	0	0	0.00%
Operating:	0	0	0	0	0.00%
Capital:	11,266,333	506,604	0	10,759,729	4.50%
Trustee:	0	0	0	0	N/A
	11,266,333	506,604	0	10,759,729	4.50%
Total Agency	\$36,894,355	\$6,956,246	\$2,550,948	\$27,387,162	25.77%

IDAHO DEPARTMENT OF PARKS & RECREATION

FY 2004 FINANCIAL STATEMENT

September 30, 2003

Program/Type	Fund	Appropriation	Expenditures	Encumbrances	Balance	% Obligated
Management Services:						
Personnel:						
General	0001	1,471,802	371,124	-	1,100,678	25.22%
Federal Indirect	0125	105,200	27,648	-	77,552	26.28%
Parks & Rec	0243	427,856	106,902	-	320,954	24.99%
Parks & Rec Reg	0243.02	209,943	46,849	-	163,094	22.31%
Rec Fuels Admin	0247.06	352,300	73,688	-	278,612	20.92%
Motorbike	0250.04	6,581	1,054	-	5,527	16.01%
Rec Vehicle	0250.05	79,219	20,427	-	58,792	25.79%
Federal Grant	0348	79,700	-	-	79,700	0.00%
Misc Special	0349	3,000	-	-	3,000	0.00%
		2,735,601	647,692	0	2,087,909	23.68%
Operating:						
General	0001	303,100	210,724	24,677	67,699	77.66%
Federal Indirect	0125	36,700	1,496	-	35,204	4.08%
Parks & Rec	0243	373,500	70,803	-	302,697	18.96%
Parks & Rec Reg	0243.02	273,500	75,962	-	197,538	27.77%
Rec Fuels Admin	0247.06	62,100	22,004	-	40,096	35.43%
Motorbike	0250.04	44,300	4,019	-	40,281	9.07%
Rec Vehicle	0250.05	89,000	8,805	-	80,195	9.89%
Federal Grant	0348	5,200	1,497	-	3,703	28.79%
Misc Special	0349	17,600	10,179	-	7,421	57.84%
		1,205,000	405,488	24,677	774,835	35.70%
Capital:						
Federal Indirect	0125	2,000	-	-	2,000	0.00%
Parks & Rec	0243	3,000	-	-	3,000	0.00%
Parks & Rec Reg	0243.02	20,000	-	-	20,000	0.00%
Rec Fuels Admin	0247.06	27,000	-	-	27,000	0.00%
Motorbike	0250.04	2,000	-	-	2,000	0.00%
Rec Vehicle	0250.05	132,000	-	130,000	2,000	98.48%
		186,000	0	130,000	56,000	69.89%
Trustee:						
Parks & Rec SNRA	0243.03	50,000	9,618	-	40,382	19.24%
Waterways Imp	0247.02	1,293,700	406,418	417,715	469,567	63.70%
Off Road MV	0247.03	413,750	139,925	240,799	33,026	92.02%
Road & Bridge	0247.04	300,000	-	-	300,000	0.00%
State Vessel	0250.01	1,750,000	526,689	-	1,223,311	30.10%
Cross Country Ski	0250.02	40,900	-	-	40,900	0.00%
Snowmobile	0250.03	1,250,000	601,076	-	648,924	48.09%
Motorbike	0250.04	-	-	-	0	#DIV/0!
Rec Vehicle	0250.05	1,898,100	550,820	452,680	894,600	52.87%
Federal Grant	0348	1,492,400	-	1,251,247	241,153	83.84%
Petroleum Violation	0494.05	100,000	-	-	100,000	0.00%
		8,588,850	2,234,546	2,362,441	3,991,863	53.52%
Total Management Services		\$12,715,451	\$3,287,727	\$2,517,118	\$6,910,606	45.65%

IDAHO DEPARTMENT OF PARKS & RECREATION

FY 2004 FINANCIAL STATEMENT

September 30, 2003

Program/Type	Fund	Appropriation	Expenditures	Encumbrances	Balance	% Obligated
Operations:						
Personnel:						
General	0001	4,130,200	1,066,604	-	3,063,596	25.82%
Federal Indirect	0125	35,000	8,928	-	26,072	25.51%
Parks & Rec	0243	1,489,600	669,554	-	820,046	44.95%
Rec Fuels Admin	0247.06	265,701	30,512	-	235,189	11.48%
b Cross Country Ski	0250.02	52,398	10,018	-	42,380	19.12%
b Motorbike	0250.04	163,008	68,281	-	94,727	41.89%
b Rec Vehicle	0250.05	38,895	9,977	-	28,918	25.65%
Federal Grant	0348	911,300	189,594	-	721,706	20.80%
Misc Special	0349	6,700	-	-	6,700	N/A
Enterprise	0410.01	304,500	100,898	-	203,602	33.14%
Business Accounts	0410.02	8,184	8,184	-	0	N/A
Park Donations	0496.01	76,415	-	-	76,415	N/A
Harriman	0496.02	73,847	15,956	-	57,891	21.61%
Park Land Trust	0496.03	41,969	13,874	-	28,095	33.06%
Plummer to Mullan	0496.05	69,369	32,441	-	36,928	46.77%
		7,667,086	2,224,822	0	5,442,264	29.02%
Operating:						
General	0001	687,400	311,218	480	375,702	45.34%
Federal Indirect	0125	2,400	-	-	2,400	0.00%
Parks & Rec	0243	1,102,600	165,643	-	936,957	15.02%
Cutthroat Wildlife Plate	0243.04	45,000	-	-	45,000	0.00%
Rec Fuels Admin	0247.06	105,100	14,898	-	90,202	14.18%
b Cross Country Ski	0250.02	32,000	5,391	-	26,609	16.85%
b Snowmobile	0250.03	60,000	262	-	59,738	0.44%
b Motorbike	0250.04	55,000	20,055	-	34,945	36.46%
b Rec Vehicle	0250.05	118,200	1,330	-	116,870	1.13%
Federal Grant	0348	306,000	62,409	12,075	231,516	24.34%
Misc Special	0349	77,500	12,999	-	64,501	16.77%
Enterprise	0410.01	644,500	233,311	-	411,189	36.20%
Business Accounts	0410.02	63,285	63,285	-	0	N/A
Park Donations	0496.01	84,950	1,244	-	83,706	N/A
Harriman	0496.02	40,000	2,030	-	37,970	5.08%
Park Land Trust	0496.03	88,750	1,776	-	86,974	2.00%
Plummer to Mullan	0496.05	30,000	8,871	-	21,129	29.57%
		3,542,685	904,722	12,555	2,625,409	25.89%
Capital:						
a Capital Imp	0247.01	450,000	22,554	21,275	406,171	9.74%
a Off Road MV	0247.03	802,000	-	-	802,000	0.00%
	0247.06	21,200	-	-	21,200	0.00%
b Cross Country Ski	0250.02	22,000	-	-	22,000	0.00%
b Snowmobile	0250.03	30,000	-	-	30,000	0.00%
b Motorbike	0250.04	47,600	-	-	47,600	0.00%
b Rec Vehicle	0250.05	10,000	-	-	10,000	0.00%
Federal Grant	0348	50,000	9,817	-	40,183	19.63%
Enterprise	0410.01	120,000	-	-	120,000	0.00%
Business Accounts	0410.02	-	-	-	0	N/A
Park Donations	0496.01	150,000	-	-	150,000	0.00%
		1,702,800	32,371	21,275	1,649,154	3.15%
Total Park Operations		\$12,912,572	\$3,161,915	\$33,830	\$9,716,826	24.75%

IDAHO DEPARTMENT OF PARKS & RECREATION
FY 2004 FINANCIAL STATEMENT
September 30, 2003

Program/Type	Fund	Appropriation	Expenditures	Encumbrances	Balance	% Obligated
Capital Projects:						
Capital:						
General	0001	461,708	9,096	-	452,612	1.97%
Parks & Rec	0243	195,814	39,407	-	156,407	20.12%
Capital Imp	0247.01	1,633,194	8,099	-	1,625,095	0.50%
Waterways Imp	0247.02	123,000	1,283	-	121,718	1.04%
Off Road MV	0247.03	137,250	6,326	-	130,924	4.61%
Road & Bridge	0247.04	300,000	11,127	-	288,873	3.71%
Rec Vehicle	0250.05	2,766,585	107,610	-	2,658,975	3.89%
Federal Grant	0348	1,108,557	323,657	-	784,901	29.20%
Enterprise	0410.01	922,500	-	-	922,500	0.00%
Park Donations	0496.01	3,617,725	-	-	3,617,725	N/A
		11,266,333	506,604	0	10,759,729	4.50%
Total Development		\$11,266,333	\$506,604	\$0	\$10,759,729	4.50%
Recreational Fuels						
Registration Funds						
Includes Prior Year Reappropriation						
Transferred to Fund 0496.04						
Total Agency		\$36,894,355	\$6,956,246	\$2,550,948	\$27,387,162	25.77%

IDAHO DEPARTMENT OF PARKS & RECREATION

FY 2004 FINANCIAL STATEMENT

September 30, 2003

Program/Type	Fund	Appropriation	Expenditures	Encumbrances	Balance	% Obligated	% Prior Year
Fund Summary							
General	0001	7,054,210	1,968,767	25,157	5,060,286	28.27%	41.66%
Federal Indirect	0125	181,300	38,072	0	143,228	21.00%	24.25%
Disaster Emergency	0232	0	0	0	0	N/A	N/A
Parks & Rec	0243	3,592,370	1,052,309	0	2,540,061	29.29%	18.17%
Parks & Rec	0243.02	503,443	122,811	0	380,632	24.39%	24.76%
Parks & Rec	0243.03	50,000	9,618	0	40,382	19.24%	19.51%
Cutthroat Wildlife Plate	0243.04	45,000	0	0	45,000	0.00%	19.51%
Capital Imp	0247.01	2,083,194	30,653	21,275	2,031,266	2.49%	8.50%
Waterways Imp	0247.02	1,416,700	407,701	417,715	591,284	58.26%	54.17%
Off Road MV	0247.03	1,353,000	146,251	240,799	965,950	28.61%	2.97%
Road & Bridge	0247.04	600,000	11,127	0	588,873	1.85%	0.93%
Rec Fuels Admin	0247.06	833,401	141,103	0	692,298	16.93%	N/A
State Vessel	0250.01	1,750,000	526,689	0	1,223,311	30.10%	28.65%
Cross Country Ski	0250.02	147,298	15,409	0	131,889	10.46%	6.80%
Snowmobile	0250.03	1,340,000	601,338	0	738,662	44.88%	45.06%
Motorbike	0250.04	318,489	93,408	0	225,081	29.33%	29.80%
Rec Vehicle	0250.05	5,131,999	698,969	582,680	3,850,350	24.97%	50.69%
Federal Grant	0348	3,953,157	586,973	1,263,322	2,102,862	46.81%	26.82%
Misc Special	0349	104,800	23,178	0	81,622	22.12%	2.44%
Enterprise	0410.01	1,991,500	334,209	0	1,657,291	16.78%	16.74%
Public Recreation	0410.02	71,470	71,470	0	0	100.00%	100.00%
Petroleum Violation	0494.05	100,000	0	0	100,000	0.00%	0.00%
Park Donations	0496.01	3,929,090	1,244	0	3,927,846	0.03%	0.13%
Harriman	0496.02	113,847	17,986	0	95,861	15.80%	16.22%
Park Land Trust	0496.03	130,719	15,649	0	115,070	11.97%	29.09%
Plummer to Mullan	0496.05	99,369	41,312	0	58,057	41.57%	0.77%
		\$36,894,355	\$6,956,246	\$2,550,948	\$27,387,162	25.77%	31.33%

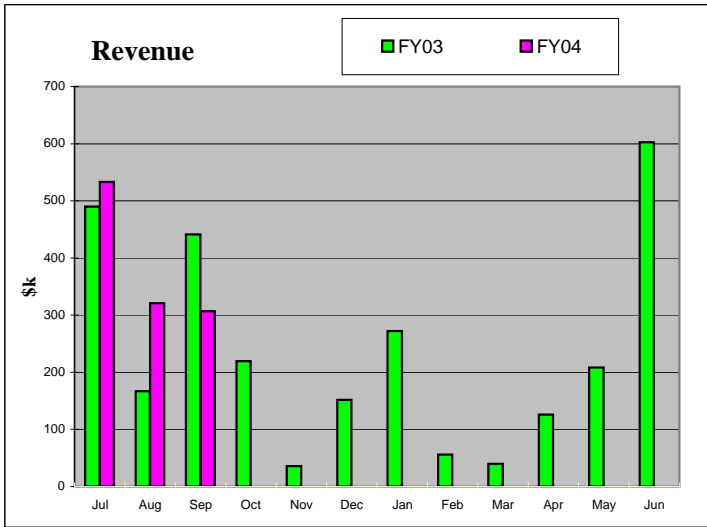
IDAHO DEPARTMENT OF PARKS & RECREATION

FY2004 STATEMENT OF CASH BALANCES

As of September 30, 2003

	Fund Name	YTD Revenues	% Chg Pry Yr	YTD Transfers In	% Chg Pry Yr	YTD Expenses	% Chg Pry Yr	Cash Balance	Encumbrance	Unobligated Cash Balance
0125	Federal Indirect	4,684	N/A	188,105	528.6%	(38,072)	-11.4%	465,650	-	465,650
0232	Disaster Emergency	-	N/A	-	N/A	-	N/A	-	-	-
0243	Parks & Rec	1,160,917	5.7%	8,699	396.1%	(1,065,039)	86.5%	1,460,445	15,400	1,445,045
0243.02	Parks & Rec	114,145	-9.6%	-	N/A	(126,316)	29.5%	670,695	44,403	626,292
0243.03	Parks & Rec	-	N/A	10,063	-1.6%	(9,786)	0.3%	8,975	-	8,975
0243.04	Parks & Rec	-	N/A	4,633	N/A	-	N/A	4,633	-	4,633
0247.01	Capital Imp	5,039	N/A	352,781	2.9%	(238,713)	4.2%	1,136,035	612,882	523,152
0247.02	Waterways Imp	-	-100.0%	352,781	2.6%	(408,096)	-18.7%	87,635	574,186	(486,551)
0247.03	Off Road MV	6,500	245.5%	352,781	2.9%	(157,492)	1.3%	1,430,427	685,107	745,320
0247.04	Road & Bridge	-	N/A	183,740	2.9%	(137,399)	171.3%	1,094,453	265,715	828,737
0247.06	Rec Fuels Admin	470	N/A	288,624	N/A	(140,137)	N/A	149,083	-	149,083
0250.01	State Vessel	526,689	N/A	-	N/A	(526,689)	5.1%	87,979	-	87,979
0250.02	Cross Country Ski	9,365	-4.5%	3,582	N/A	(15,409)	73.4%	94,120	-	94,120
0250.03	Snowmobile	100,322	-49.9%	5,305	-8.7%	(601,338)	1.6%	223,573	-	223,573
0250.04	¹ Motorbike	206,772	11.9%	-	N/A	(141,291)	1.4%	1,137,909	112,140	1,025,769
0250.05	Rec Vehicle	2,350	-56.3%	530,642	6.2%	(1,226,846)	248.7%	2,484,694	2,274,499	210,195
0348	Federal Grant	1,240,219	N/A	332	N/A	(875,174)	28.0%	505,852	2,098,174	(1,592,322)
0349	Misc Special	5,888	N/A	-	N/A	(33,178)	1085.3%	59,971	21,030	38,941
0410.01	Enterprise	347,470	12.8%	-	N/A	(334,209)	23.1%	716,242	-	716,242
0410.02	Business Accounts	116,524	-43.0%	-	-100.0%	(71,470)	-46.8%	355,735	-	355,735
0494.05	Petroleum Violation	473	N/A	-	N/A	-	#DIV/0!	114,626	60,000	54,626
0496.01	Park Donations	14,092	55.4%	-	N/A	(1,244)	-69.1%	769,550	-	769,550
0496.02	Harriman	45,927	-0.1%	5,860	N/A	(17,986)	31.5%	717,044	-	717,044
0496.03	Park Land Trust(PLT)	4,992	-94.4%	32,469	N/A	(11,882)	-93.2%	2,142,481	6,120	2,136,361
0496.04	PLT Ponderosa	-	N/A	(150,000)	-113.0%	-	N/A	-	-	-
0496.05	Plummer to Mullen	169,905	10705.5%	-	N/A	(41,312)	334.7%	225,914	-	225,914
0496.06	STORE	6	N/A	-	N/A	-	N/A	1,531	-	1,531
Notes:		¹ Includes 15% for administration								
		CASH BALANCE reconciles to DAFR 8190 - Statement of Cash Position								

FUND 0243 - State FY2004

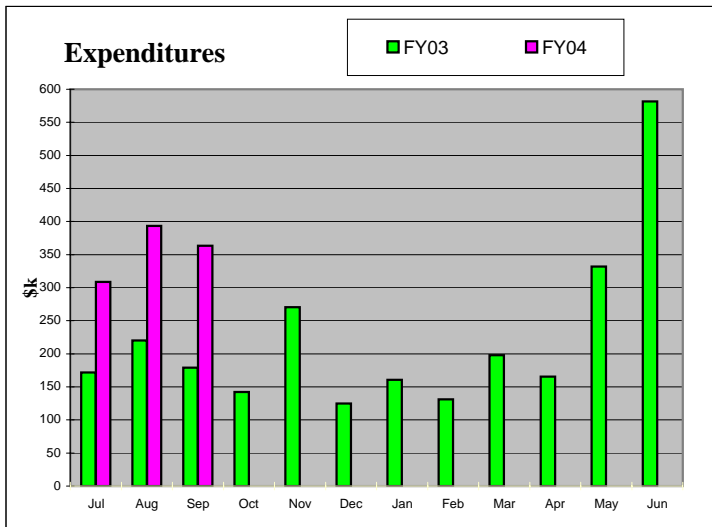


	Jul	Aug	Sep	QTD	YTD
FY04	533,281	320,773	306,863	1,160,917	1,160,917
FY03	490,021	166,640	441,282	1,097,943	1,097,943
%change	8.8%	92.5%	-30.5%	5.7%	5.7%

Changes in business rules and timing delays in posting revenue recorded in the reservation system make monitoring to prior year and projections difficult.

In Fiscal Year 2004, the agency changed from an 11 month registration window to 90 days, from the first night being prepaid to 100% prepay at the time the reservation is made, and significantly increased the number of park sites that take reservations pushing up the number of prepaids.

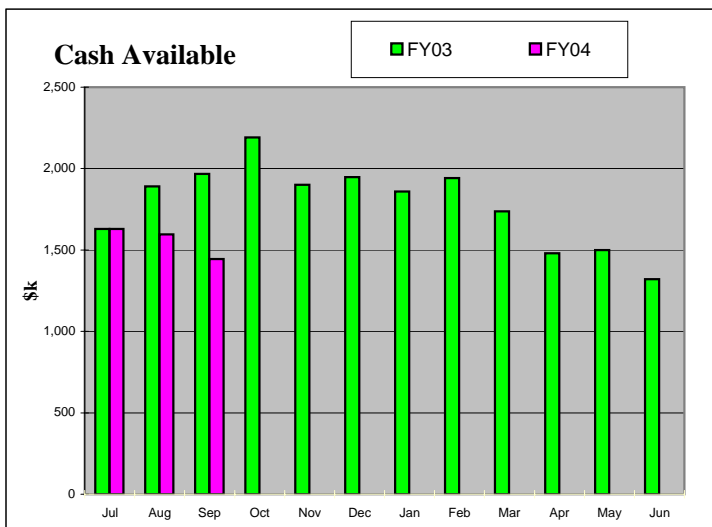
Estimated deferred revenue as of June 30, 2003 was \$217,089. Taking this adjustment into consideration, YTD %change is a negative 14%.



	Jul	Aug	Sep	QTD	YTD
FY04	308,490	393,295	363,254	1,065,039	1,065,039
FY03	171,949	220,263	178,877	571,089	571,089
%change	79.4%	78.6%	103.1%	86.5%	86.5%

In FY 2004, the legislature shifted the appropriation from general fund to the Park & Recreation Fund which caused a spike in the expenditures for this fund.

The agency is planning to eliminate exemptions, increase day use fees, and charge sales tax effective January 1, 2004 to bring expenditures in line with revenue over the long term.

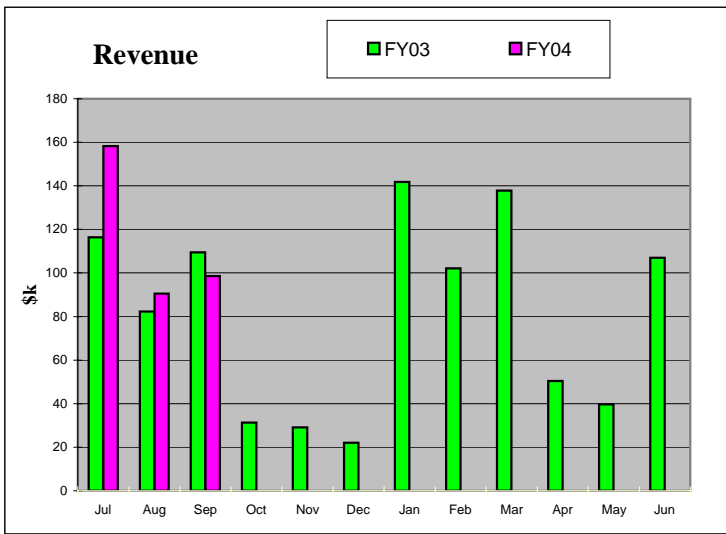


	Jul	Aug	Sep	YTD
FY04	1,628,802	1,595,247	1,445,045	1,445,045
FY03	1,629,495	1,890,162	1,966,604	1,966,604
%change	0.0%	-15.6%	-26.5%	-26.5%

The cash balance in this fund is expected to decline to cover operating costs and investments in cabins through FY 2004.

The cash balance does not include \$450,000 transfer to the federal fund, 0348.

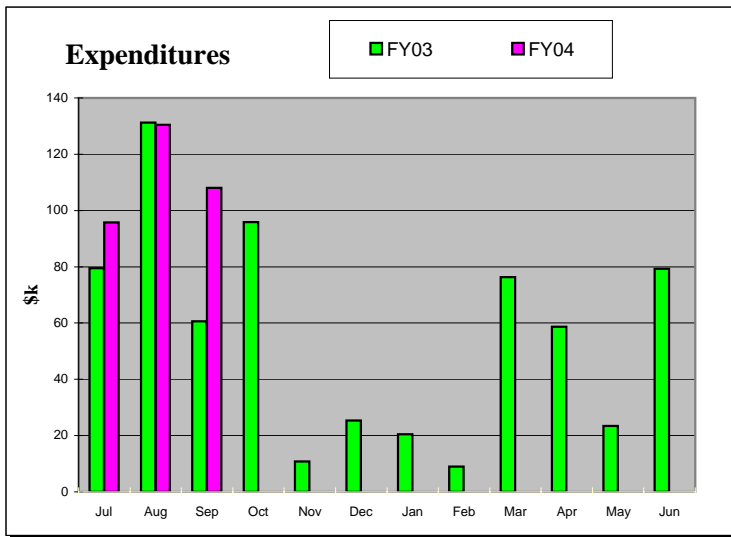
FUND 0410.01 - State FY2004



	Jul	Aug	Sep	QTD	YTD
FY04	158,302	90,584	98,584	347,470	347,470
FY03	116,308	82,230	109,431	307,969	307,969
%change	36.1%	10.2%	-9.9%	12.8%	12.8%

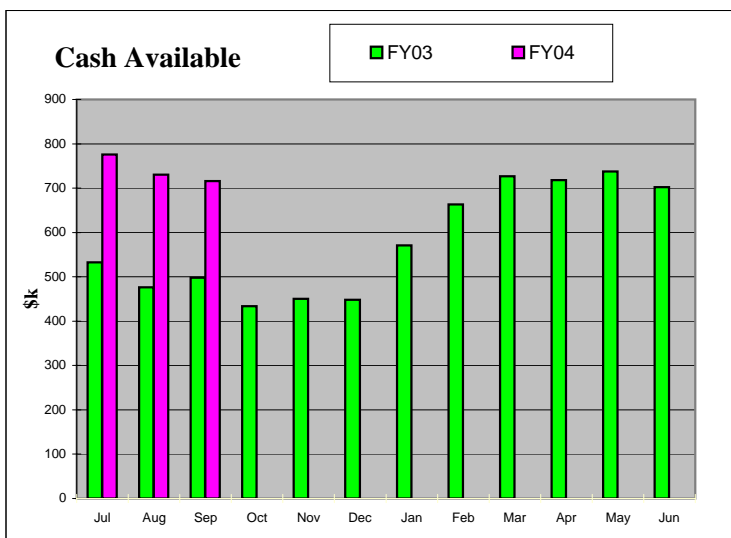
Revenue increased 12.8%. This is because of a change in business rules (90 day reservation window and 100% prepaid camping at the time of reservation) and increased sales activity.

Revenue included in this fund comes from moorage fees, retail activity in stores, gas sales, and charges to Heyburn lease holders for the lease fee increase and utilities.



	Jul	Aug	Sep	QTD	YTD
FY04	95,725	130,398	108,086	334,209	334,209
FY03	79,520	131,251	60,666	271,437	271,437
%change	20.4%	-0.6%	78.2%	23.1%	23.1%

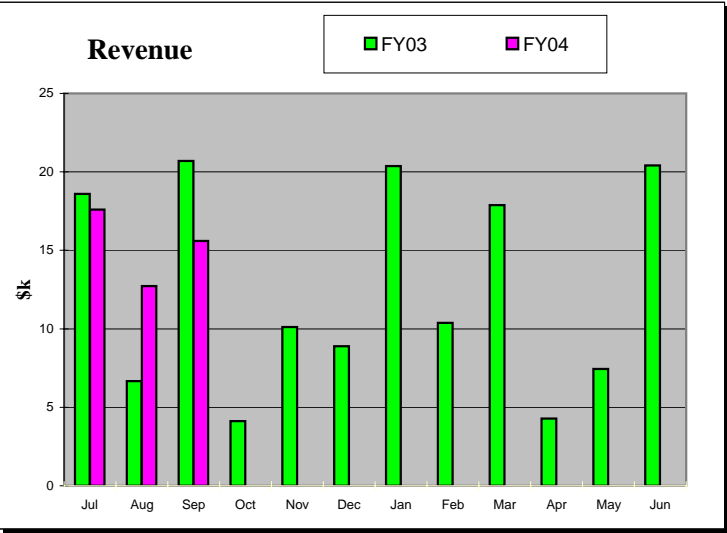
Because of retail activity in this account, expenditures increase with revenue. In addition, dedicated funds are bearing more routine operating costs because of statewide general fund cutbacks.



	Jul	Aug	Sep	YTD
FY04	776,087	730,745	716,242	716,242
FY03	532,734	476,062	497,921	497,921
%change	45.7%	53.5%	43.8%	43.8%

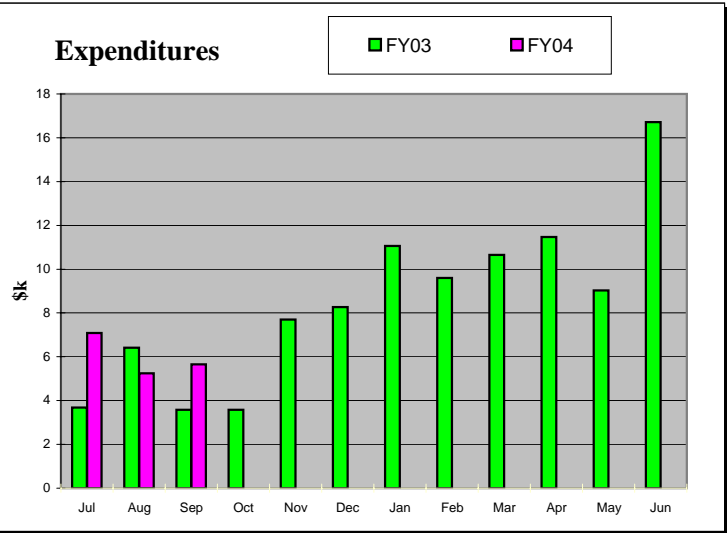
The agency's budget includes appropriations for large construction projects at Lakeview Village and Heyburn. As these projects move from the planning stage through construction, the cash balance in this fund will decline.

FUND 0496.02 - State FY2004



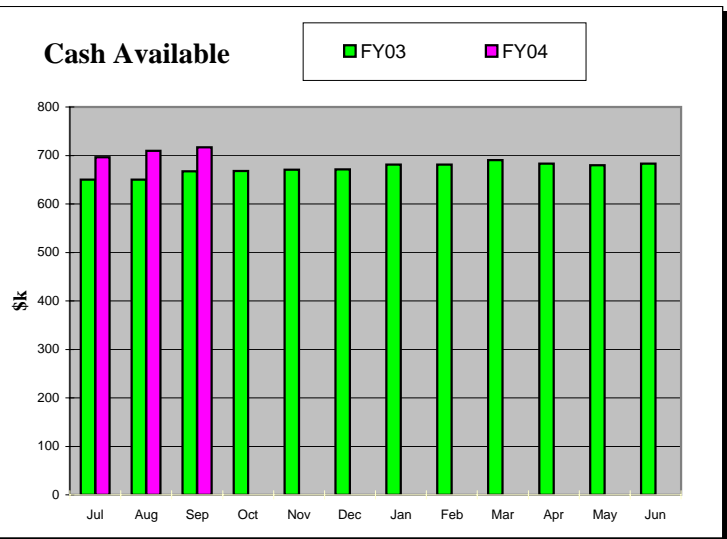
	Jul	Aug	Sep	QTD	YTD
FY04	17,602	12,715	15,610	45,927	45,927
FY03	18,605	6,667	20,696	45,967	45,967
%change	-5.4%	90.7%	-24.6%	-0.1%	-0.1%

Revenue remained unchanged compared to last fiscal year for the same time period. Fluctuations in revenue by month appear to be a change in timing when revenue was posted or a change in business rules.



	Jul	Aug	Sep	QTD	YTD
FY04	7,083	5,244	5,659	17,986	17,986
FY03	3,684	6,410	3,585	13,680	13,680
%change	92.2%	-18.2%	57.9%	31.5%	31.5%

Routine annual operating costs were shifted from the general fund onto dedicated funds because of General Fund cut backs state wide.



	Jul	Aug	Sep	YTD
FY04	696,090	709,394	717,044	717,044
FY03	650,038	650,294	667,405	667,405
%change	7.1%	9.1%	7.4%	7.4%

Total revenue continues to exceed expenditures so the cash balance is increasing slightly over time. Interest earned from long term and short term money (\$500,000 and 217,044 respectively) is invested by the State Treasurer's Office pursuant to Idaho Code.

Financial Benchmarking
Revenue Comparison of Projections to Actuals as of September 30, 2003

Revenue Source	Basis of Projection	Fund 0243			% Collected
		2004 Projection	YTD Actual	Amount Needed by June 30 to Meet Projection	
Reservation System Use Expansion	The first year for taking reservations at some parks such as Heyburn and Round Lake	\$47,600	\$9,651	\$37,949	20.3%
Farragut Campground Improvements	Campground Upgrade: (\$4 electrical Fee * 75 units) + (11 additional campsites) * 100 camp nights	30,000	33,190	0	110.6%
Ponderosa North Beach Campground	20 units * 50 nights * \$10/night	5,000	4,707	293	94.1%
Cabins & Yurts Added to the System	See WorkSheet II	72,800	15,120	57,680	20.8%
MVEF @ Castle Rocks	Park Manager Estimate \$4,000-\$4,500	4,500	2,892	1,608	64.3%
Implement MVEF for Campers	100,000 registered campers/5 visits yr = 20,000 If 50% purchased daily passes each day (10,000*5*\$3)=\$150,000 plus If 50% purchased annual pass (10,000*25)=\$250,000	75,000	0	75,000	0.0%
Charge Sales Tax on Allowable Fees	6% Sales Tax Rate based on FY 2003 Actual Revenue Implementation Date 1/1/2004	37,500	0	37,500	0.0%
Day Use Fee Increase of \$1	\$274,000 Day Use Revenue/\$3=\$91,333 less 10% reduction in number sold. Implementation Date 1/1/2004	40,000	0	40,000	0.0%
Vessel Launch Fee Increase	2,000 * \$1	1,000	0	1,000	0.0%
Group Facility \$1 Overnight Per Person Increase	Implementation Date 1/1/2004	2,000	0	2,000	0.0%
New Premium Nordic Ski Permit	Ponderosa & Harriman State Parks Implementation 11/1/2003	20,000	0	20,000	0.0%
Total		\$335,400	\$65,560	269,840	19.5%
Cumulative Total					
Revenue Source	Basis of Projection	Other Funds			
Harriman Cattle Foreman's House Harriman Fund 0496.02	1 unit * 100/night * 150 nights	15,000	4,050	10,950	27.0%
Cutthroat License Plate-Fund 0243.03 Non Motorized Boating Program	Idaho Fish & Game Projections as of March 15, 2002	39,500	4,633	34,867	11.7%
Park n'Ski Permit Increase Park N'Ski Fund 0250.02	Increase sticker fee from \$19 to \$29 \$25 (2,097stickers sold in previous season*\$10)	15,000	-3,750	18,750	-25.0%
Total - All Funds		\$389,900	\$66,443	\$323,457	17.0%
Cumulative Total					

☐ IDAPA RULE
BOARD POLICY

☐ IDAPA FEE

BOARD ACTION REQUIRED

XX INFO ONLY, NO ACTION REQUIRED

AGENDA

Idaho Park and Recreation Board Meeting

Boise, Idaho, November 6, 2003

AGENDA ITEM: Nordic Program Update

ACTION REQUIRED:

NO BOARD ACTION REQUIRED

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: Leo Hennessy

PRESENTATION

BACKGROUND INFORMATION: Leo Hennessy, Non-Motorized Trails Coordinator, and IDPR staff hosted six public meetings across the state this summer to inform the public about the Department's yurt program expansion proposals, Park N' Ski fee modifications, and the new premium Nordic ski grooming program. They were held in Coeur d'Alene, Boise, Pocatello, Idaho Falls, Ketchum and McCall. The meetings were designed to provide a forum for users to share information, present issues, and discuss ideas to improve and expand Nordic ski opportunities in Idaho.

ACTION ITEM

STAFF RECOMMENDATIONS: This presentation is for informational purposes only. No Board action is necessary.